

ORDINANCE NO. 2014-21

AN ORDINANCE of the City Council of Bainbridge Island, Washington, clarifying the role, composition and duties of the Road Ends Committee and creating a new Chapter 2.34 of the Bainbridge Island Municipal Code.

WHEREAS, on August 6, 1992, the City Council passed Resolution No. 92-35 establishing the Road Ends Committee to evaluate all public road ends and determine the best use of each; and

WHEREAS, on November 7, 1995, the City Council passed Resolution No. 96-44 amending Resolution No. 92-35; and

WHEREAS, on December 8, 1999, the City Council passed Resolution No. 99-36 extending the responsibilities of the Road Ends Committee to include activities that implement the committee's recommendations approved by City Council concerning the recognition, protection and maintenance of City roads and road ends abutting bodies of salt water on Bainbridge Island; and

WHEREAS, the City Council desires to clarify the role, composition and duties of the Road Ends Committee, and to add the Road Ends Committee to the Bainbridge Island Municipal Code, now therefore;

THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Resolution Nos. 92-35, 96-44 and 99-36 are hereby repealed.

Section 2. A new Chapter 2.34 of the Bainbridge Island Municipal Code is hereby adopted in its entirety to read as follows:

Chapter 2.34 ROAD ENDS COMMITTEE

Sections:

- 2.34.010 Created – Membership, appointment, term and compensation
- 2.34.020 Vacancies – Removal
- 2.34.030 Duties and responsibilities
- 2.34.040 Meetings, officers, records and quorum

2.34.010 Created – Membership, appointment, term and compensation

A. There is created a road ends committee for the city, hereinafter called the committee. The committee shall consist of seven (7) voting members who shall be appointed by the mayor and confirmed by vote of the city council.

B. Members shall not be employees or officers of the city or appointed to another city committee, board or commission, except for specialized committees or task forces of limited duration.

C. Members of the committee shall serve for a period of three years, commencing on July 1 and ending on June 30 three years later. Members shall be appointed to a position number, and the terms are to be staggered, with no more than three positions expiring in any given year. A member may be re-appointed, and shall hold office until his or her successor has been appointed and has qualified. No member shall serve more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.

D. Members shall serve without compensation.

2.34.020 Vacancies - Removal

Members may be removed upon a majority vote of the city council. In the event of a vacancy, the mayor, subject to confirmation of the city council, shall make an appointment to fill the unexpired portion of the term of the vacated position in accordance with the city's appointment cycle. Unexcused absence by any member from three consecutive meetings shall constitute grounds for removal.

2.34.030 Duties and Responsibilities

The road ends committee, working in collaboration with the city, shall implement recommendations for the appropriate utilization of road ends. The road ends committee shall:

A. Develop recommendations for the annual road ends work plans in collaboration with the city manager or his/her designee.

B. Work with the city manager or his/her designee to assist and support successful and timely completion of the council-approved work plan and the prioritized list of recommended projects and plans, within the resources available to the city.

C. Work with the city manager or his/her designee to ensure that all recommendations are feasible and comply with the plans and regulations of concerned jurisdictions.

D. Promote and coordinate opportunities to develop individual sites as appropriate circumstances occur.

E. Enlist volunteers, neighborhood members, and community organizations to assist with the implementation of the approved plan and/or project adopted by the city council.

F. Report annually to the city council prior to the start of the budget process.

2.34.040 Meetings, officers, records and quorum.

A. The committee shall meet at least monthly. Meetings shall be open to the public and held in accordance with the Open Public Meetings Act (Chapter 42.30 RCW).

B. The committee shall select from among its members a chairperson for a one-year term at the first regular meeting of each year.

C. For meetings consisting of a majority of the then serving voting members of the committee, the committee shall provide public notice of the meeting and shall keep a record of its meeting minutes. Minutes of each meeting, including a record of attendance shall be prepared by the secretary and approved and signed at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the committee. The approved meeting minutes shall be posted on the city's web site.

D. The city shall provide city email accounts to voting members and related training on the use of email accounts, including personal computer privacy expectations while serving on the committee.

E. A majority of the voting members then serving on the committee shall constitute a quorum.

Section 3. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED by the City Council this 27th day of May, 2014.

APPROVED by the Mayor this 27th day of May, 2014.

By: Anne S. Blair
Anne S. Blair, Mayor

ATTEST/AUTHENTICATE:

By: Rosalind D. Lassoff
Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK:	May 7, 2014
PASSED BY THE CITY COUNCIL:	May 27, 2014
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